

MINUTES, LIMESTONE COUNTY COMMISSION, SEPTEMBER 16, 2013

The Limestone County Commission met in a regular meeting today, at 10:00 a.m. at the Clinton Street Courthouse Annex, 100 South Clinton Street, Athens, Alabama.

PRESENT: Gary Daly, Steve Turner, James W. "Bill" Latimer, and Ben Harrison.
Absent: None. Stanley Menefee, Chairman presided.

The meeting began with the Pledge of Allegiance.

MOTION was made by James W. "Bill" Latimer and seconded by Steve Turner to approve the minutes of September 3 & 11, 2013.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Steve Turner and seconded by Ben Harrison to approve the following claims

8/30/13	Check # 25398 - 25403	\$ 10,249.68
9/06/13	Check # 25404 - 25473	\$ 445,917.91
	Check # 25474	<u>Void</u>
	TOTAL	\$ 456,167.59

with detailed claims of the above being on file for review upon request to the County Administrator.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by James W. "Bill" Latimer and seconded by Ben Harrison to authorize the Chairman to execute a resolution to replace the bridge over Coxey Creek on Fielding Road (Project # LCP-42-149-13) in District 3.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Gary Daly and seconded by Steve Turner to authorize the Chairman to execute the following agreement for the Kidney Dialysis Van.

STATE OF ALABAMA
LIMESTONE COUNTY

OUTSIDE AGENCY SERVICE CONTRACT AGREEMENT

MINUTES, LIMESTONE COUNTY COMMISSION, SEPTEMBER 16, 2013

Agreement made and entered into on the 4th day of February, 2008, by and between Limestone County Commission, Alabama, hereinafter called the "County" and the Athens/Limestone Hospital hereinafter called the "Contractor" and the same witness:

1. The term of this agreement shall be for one year, commencing on the 1st day of October, 2013, and expiring on the 30th day of September, 2014. The contract may be renewed in succeeding years for periods of one year per renewal by and through a proposal/request of the Contractor to provide specified services to the County, and by consent of the County to accept said services with payments made from funds appropriated by the governing body of the County.
2. The County agrees to pay to Contractor the total sum of \$30,284 payable in quarterly payments.
3. In consideration of the payment of the above sum, the Contractor will provide the following services during the term of this agreement: Contractor will operate a program whereby a hospital driver will transport desiring county residents who are kidney dialysis patients to a local dialysis center at no charge to the patients. Contractor will coordinate with the City of Athens regarding the operation of the bus involved in the transportation.
4. The intent of this agreement is that the Contractor is an independent Contractor and not an employee of the County and Contractor agrees to indemnify the County against any losses by reason of any claim by any party for injuries or damages arising out of the performance by Contractor under the herein agreement including the cost of any attorney fees expended by the County in defense of any such claims.
5. All costs, fees, licenses, etc., that are required by law of the Contractor to carry out the provisions of the herein agreement shall be at the sole expense of Contractor.

IN WITNESS WHEREOF, we have hereunto set our hands and seals, this 16th day of September, 2013.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Ben Harrison and seconded by Steve Turner to authorize the Chairman to execute the Alabama Department of Youth Services Long Term Detention Subsidy Contract with the Tennessee Valley Youth Detention Facility, Tuscumbia, Alabama for the period of October 1, 2013 through September 30, 2014.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Gary Daly and seconded by James W. "Bill" Latimer to authorize the Chairman to execute the following contract to amend services with Bonnie Jean Key, in the amount of \$23,000.00 annually, beginning October 1, 2013.

MINUTES, LIMESTONE COUNTY COMMISSION, SEPTEMBER 16, 2013

Amendment to Services Contract for Limestone County Commission

First amendment to Services Contract made and entered into the 17th day of February 2009, by and between Limestone County Commission and Bonnie Jean Key.

The purpose of this contract is for Bonnie Jean Key to act as Data Processing Operator for the Limestone County Commission.

It is further understood that any obligations, services, or other terms of this Contract shall refer to the services to be provided by Bonnie Jean Key to the Commission Office.

Bonnie Jean Key obligates herself to provide the following services to the County:

- (a) To work with the Commission Office and report to the County Administrator.
- (b) To follow duties and responsibilities as outlined in the Limestone County Job Description of the Data Processing Operator.
- (c) To provide a time card detailing hours worked on a weekly basis for payment to be made the following Friday.

The County shall pay Bonnie Jean Key \$23,000.00 annually for time worked or such compensation not to exceed the annual limitation on earnings as allowed an ERS service retired employee. (Pay is based on 936 hours annually.)

This contractual agreement will be in effect beginning October 1, 2013 for an unspecified period. Either party may terminate this contract upon written notice.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Ben Harrison and seconded by Steve Turner to authorize the Chairman to execute the annual TARCOG Alabama Cares Contract, in the amount of \$14.50 per hour.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Ben Harrison and seconded by James W. "Bill" Latimer to authorize the Chairman to execute a contract with Martin and Cobey Construction Co., Inc. as Construction Manager for the jail expansion project.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MINUTES, LIMESTONE COUNTY COMMISSION, SEPTEMBER 16, 2013

MOTION was made by Gary Daly and seconded by Steve Turner to approve Amendment #2 to the inmate Health Care Services Agreement with Southern Health Partners to include a psychiatric-trained nurse to visit the Jail for up to eight hours weekly which would be \$13,000.08 annualized (\$1,083.34 per month). The current annualized contract price of \$327,787.20 (\$27,315.60 per month) would increase to \$340,787.28 (\$28,398.94 per month).

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by James W. "Bill" Latimer and seconded by Ben Harrison to authorize the Chairman to execute the Signal Maintenance Agreement (Project # IAR-042-000-005) at Thomas L. Hammonds Road.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Steve Turner and seconded by James W. "Bill" Latimer to award the following bid proposals to the lowest responsible bidder meeting specifications as follows:

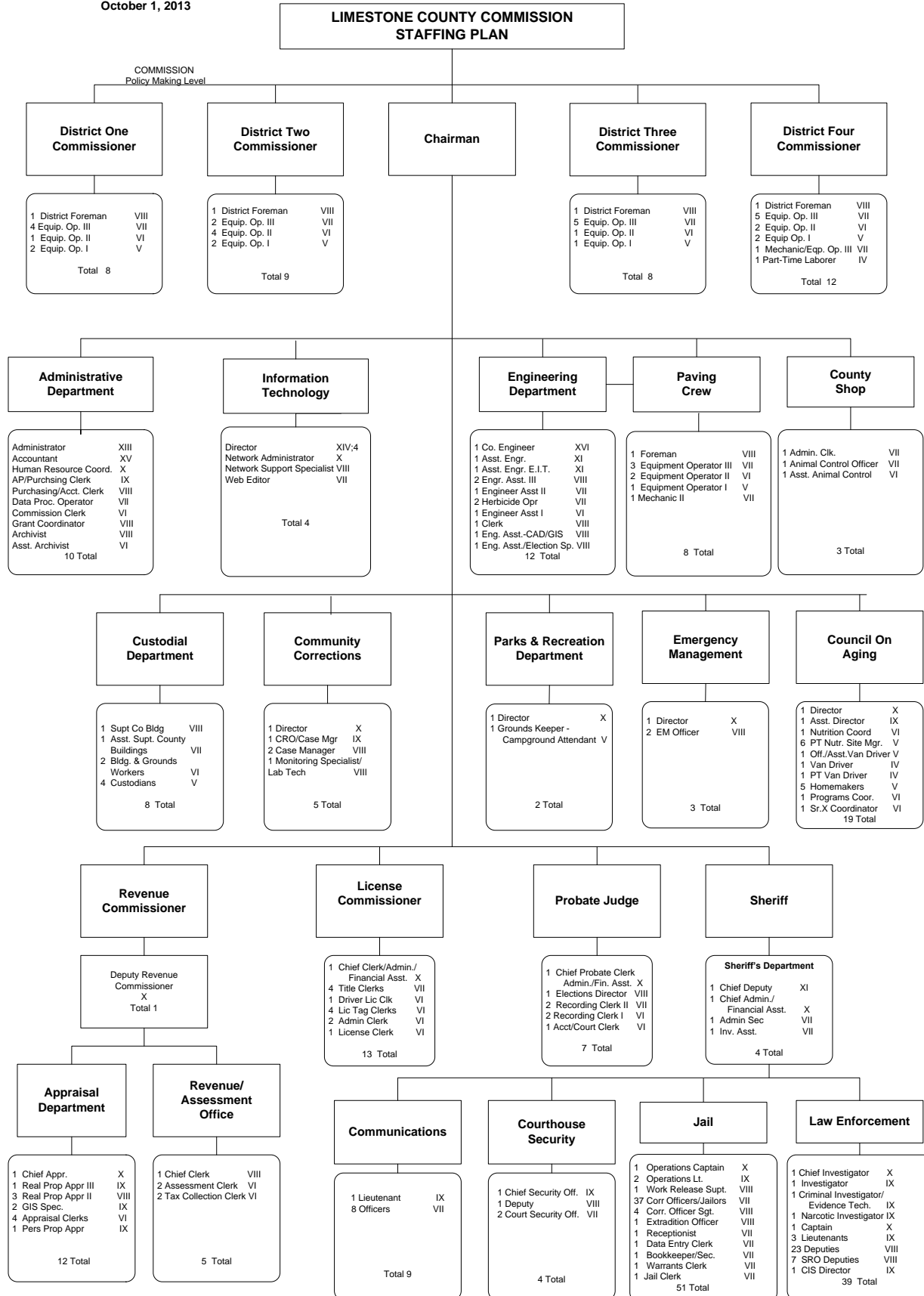
Proposal No.	Item	Awarded To	Amount
2448	Pistol Permits (Sheriff's Department)	Printers & Stationers, Inc.	\$ 369.00
2449	Numerical/Color Banded Folders (Sheriff's Department)	Advanced Filing Concepts	\$ 875.00
2451	Jail Camera System	Security 2000, LLC	\$66,799.00

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Steve Turner and seconded by Gary Daly to approve to adopt the Pay Plans to include a 3% cost of living adjustment and the Staffing Plan effective October 1, 2013.

MINUTES, LIMESTONE COUNTY COMMISSION, SEPTEMBER 16, 2013

October 1, 2013



MINUTES, LIMESTONE COUNTY COMMISSION, SEPTEMBER 16, 2013

Pay Plan FY 2014

STEP	1	2	3	4	5	6	7	8	9	10
Grade 4	8.16	8.33	8.57	8.81	9.03	9.27	9.50	9.71	9.92	10.20
5	9.27	9.61	9.91	10.23	10.52	10.85	11.19	11.51	11.80	12.12
6	10.87	11.24	11.62	12.02	12.39	12.75	13.18	13.52	13.90	14.28
7	12.48	12.94	13.36	13.81	14.24	14.69	15.11	15.55	16.01	16.42
8	14.13	14.60	15.11	15.59	16.10	16.60	17.10	17.55	18.07	18.57
9	15.75	16.30	16.83	17.42	17.95	18.51	19.06	19.60	20.17	20.74
10	17.36	17.96	18.58	19.19	19.80	20.41	21.02	21.66	22.25	22.85
11	19.46	20.16	20.82	21.49	22.22	22.86	23.57	24.26	24.95	25.65
12	22.03	22.83	23.60	24.41	25.15	25.82	26.71	27.51	28.30	29.09
13	24.78	25.68	26.56	27.42	28.31	29.21	30.10	30.96	31.86	32.73
14	27.69	28.68	29.67	30.63	31.62	32.63	33.62	34.58	35.59	36.55
15	31.16	32.28	33.39	34.48	35.59	36.73	37.84	38.92	40.06	41.14
16	33.61	34.81	36.02	37.17	38.39	39.60	40.81	41.97	43.21	44.38

All employees who have reached step 10 and have at least 15 years of service are eligible to receive a longevity increase at a rate of 1 ½% per year, not to exceed 9 %.

Law Enforcement Pay Plan FY 2014

STEP	1	2	3	4	5	6	7	8	9	10
Grade 8	15.10	15.59	16.10	16.59	17.10	17.55	18.06	18.55	18.83	19.10
Certified < than 2 yrs exp. +3.5%	15.63	16.14	16.66	17.17	17.70	18.16	18.69	19.20	19.49	19.77
Certified 2 to 5 yrs exp. +10.8%	16.73	17.28	17.83	18.38	18.95	19.44	20.01	20.56	20.86	21.16
Certified 5 to 8 yrs exp. +18.2%	17.85	18.43	19.03	19.61	20.21	20.74	21.35	21.93	22.25	22.58
Certified 8 or + yrs exp. +25.3%	18.92	19.54	20.17	20.78	21.43	21.99	22.63	23.25	23.59	23.93
Grade 9	16.83	17.41	17.95	18.50	19.06	19.59	20.17	20.73	21.02	21.34
Certified < than 2 yrs exp. +3.5%	17.42	18.02	18.58	19.15	19.72	20.28	20.88	21.45	21.76	22.09
Certified 2 to 5 yrs exp. +10.8%	18.65	19.29	19.89	20.50	21.12	21.71	22.35	22.97	23.29	23.65
Certified 5 to 8 yrs exp. +18.2%	19.89	20.58	21.22	21.87	22.53	23.16	23.84	24.50	24.85	25.23
Certified 8 or + yrs exp. +25.3%	21.09	21.81	22.50	23.18	23.88	24.55	25.28	25.97	26.34	26.74
Grade 10	18.58	19.18	19.80	20.40	21.02	21.66	22.24	22.85	23.19	23.53
Certified < than 2 yrs exp. +3.5%	19.23	19.85	20.49	21.12	21.76	22.42	23.02	23.65	24.00	24.35
Certified 2 to 5 yrs exp. +10.8%	20.58	21.25	21.94	22.60	23.29	24.00	24.64	25.32	25.69	26.07
Certified 5 to 8 yrs exp. +18.2%	21.96	22.67	23.40	24.11	24.85	25.60	26.28	27.01	27.41	27.81
Certified 8 or + yrs exp. +25.3%	23.28	24.03	24.81	25.56	26.34	27.14	27.86	28.63	29.05	29.48

MINUTES, LIMESTONE COUNTY COMMISSION, SEPTEMBER 16, 2013

Grade 11	20.81	21.48	22.20	22.86	23.57	24.26	24.94	25.64	26.02	26.39
Certified < than 2 yrs exp. +3.5%	21.53	22.23	22.98	23.66	24.40	25.11	25.81	26.53	26.93	27.31
Certified 2 to 5 yrs exp. +10.8%	23.05	23.80	24.60	25.33	26.12	26.88	27.63	28.40	28.83	29.24
Certified 5 to 8 yrs exp. +18.2%	24.59	25.39	26.25	27.02	27.86	28.67	29.47	30.30	30.75	31.19
Certified 8 or + yrs exp. +25.3%	26.07	26.92	27.82	28.64	29.53	30.40	31.24	32.12	32.60	33.07

All employees who have reached step 10 and have at least 15 years of service are eligible to receive a longevity increase at a rate of 1 ½% per year, not to exceed 9 %.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Ben Harrison and seconded by Gary Daly to transfer the following employees:

- Will Russell from District 4 to District I
- Jason Carter from District 1 to District 4

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Ben Harrison and seconded by James W. "Bill" Latimer to approve the following Safe Harbor Policy for County Employees.

SAFE HARBOR POLICY

It is the policy and practice of Limestone County Commission to accurately compensate employees and to do so in compliance with all applicable state and federal laws. To ensure that you are paid properly for all time worked and that no improper deductions are made, you must record correctly all work time and review your paychecks promptly to identify and to report all errors. You also must not engage in off-the clock or unrecorded work.

Review Your Pay Stub

Limestone County Commission makes every effort to ensure our employees are paid correctly. Occasionally, however, inadvertent mistakes can happen. When mistakes do happen and are called to our attention, we promptly will make any correction that is necessary. Please review your pay stub when you receive it to make sure it is correct. If you believe a mistake has occurred or if you have any question, please use the reporting procedure outlined below.

To Report Violations of This Policy, Communicate Concerns, or Obtain More Information

If you have questions about deductions from your pay, please contact Human Resources immediately.

MINUTES, LIMESTONE COUNTY COMMISSION, SEPTEMBER 16, 2013

If you believe your pay does not accurately reflect all hours worked, you should report your concerns to a supervisor immediately.

It is a violation of Limestone County Commission's policy for any employee to falsify a time card, or to alter another employee's time card. It is also a serious violation of Limestone County Commission policy for any employee or manager to instruct another employee to incorrectly or falsely report hours worked or alter another employee's time card to under- or over-report hours worked. If any supervisor or employee instructs you to (1) incorrectly or falsely under- or over-report your hours worked, (2) alter another employee's time records to inaccurately or falsely report that employee's hours worked, or (3) conceal any falsification of time records or to violate this policy, do not do so. Instead, report it immediately to the Human Resources Department.

You should not work any hours outside of your scheduled work day unless your supervisor has authorized the unscheduled work in advance. Do not start work early, finish work late, work during a meal break or perform any other extra or overtime work unless you are authorized to do so and that time is recorded on your time card. Employees are prohibited from performing any "off-the-clock" work. "Off-the-clock" work means work you may perform but fail to report on your time card. Any employee who fails to report or inaccurately reports any hours worked will be subject to disciplinary action, up to and including discharge.

If you have questions about deductions from your pay or if you believe your wages have been subject to any improper deductions or your pay does not accurately reflect all hours worked, please contact Human Resources immediately.

If you believe your wages have been subject to any improper deductions or your pay does not accurately reflect all hours worked, you should report your concerns to a supervisor immediately.

Limestone County Commission will not allow any form of retaliation against individuals who report alleged violations of this policy or who cooperate in the Commission's investigation of such reports. Any form of retaliation in violation of this policy will result in disciplinary action, up to and including discharge.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Steve Turner and seconded by Gary Daly to employ Lauren Graviet as Network Support Specialist in the Information Technology Department.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by James W. "Bill" Latimer and seconded by Steve Turner to approve the following merit increases, which are included in the base pay and cost of living pay as listed below.

MINUTES, LIMESTONE COUNTY COMMISSION, SEPTEMBER 16, 2013

Name	Position	Effective Date
Roy Brooks	Operations Lieutenant	9/25/13
James Crouch	Corrections Officer	9/21/13
Johnna Ehlerdt	Title Clerk	9/10/13
Anna Owens	Personal Property Appraiser	9/24/13
Brenda Pack	Corrections Sergeant	9/07/13
Jason Pendergrass	Deputy	8/23/13
Regina Pierce	Nutrition Site Manager	9/08/13
Leslie Ramsey	Investigator	9/17/13
Janice Williams	Corrections Sergeant	9/07/13

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Steve Turner and seconded by Ben Harrison to approve the following subdivision:

Name	S/D Type	Approval Type	Lots	District	Location
Eastland Subdivision Replat Tract B	Minor	Preliminary	2	2	East side of Eastland Dr.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Ben Harrison and seconded by James W. "Bill" Latimer to approve a 15 mph speed limit on Amerson Road in District 4.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

Chairman Menefee stated that no action will be taken at today's meeting on the appropriation request from the Athens Limestone Beautification Board.

MOTION was made by Ben Harrison and seconded by Steve Turner to approve the solid waste fee increase by .07, new household rate \$13.00 per month, effective October 2013.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MINUTES, LIMESTONE COUNTY COMMISSION, SEPTEMBER 16, 2013

MOTION was made by Ben Harrison and seconded by James W. "Bill" Latimer to approve the FY 2013 - 2014 Budget.

(Will insert in minute book)

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

MOTION was made by Ben Harrison and seconded by James W. "Bill" Latimer to allow Don Holt to take home the litter patrol van in District 4.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

County Engineer Richard Sanders announced a public hearing that will be held on October 21, 2013 at 10:00 a.m. in the County Commission Meeting Room at the Clinton Street Annex to consider the vacation of the portion of Holland Drive (now known as Holland Heights in District 2) west of Grady Street as platted in the Holland Heights Estates Subdivision as recorded in Plat Book C Page 65 in the office of The Judge of Probate of Limestone County, AL.

MOTION was made by James W. "Bill" Latimer and seconded by Steve Turner to resurface Pitts Boulevard and McMeans Boulevard using plant mix instead of chip seal which was approved at September 3, 2013 meeting.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Steve Turner, aye; James W. "Bill" Latimer, aye; and Ben Harrison, aye. Motion carries unanimously.

Recessed at 10:17 a.m. until 10:00 a.m. on Wednesday, October 2, 2013 at the Washington Street Courthouse Annex, 310 West Washington Street, Athens, AL.